

CITY COMMISSION AGENDA MEMO
October 4, 2013

FROM: Jason Hilgers, Deputy City Manager

MEETING: October 15, 2013

SUBJECT: City Auditorium Renovation

PRESENTER: Jason Hilgers, Deputy City Manager

BACKGROUND

On June 19, 2012, the City Commission authorized City Administration to seek design proposals for architectural services to develop options for renovating the Parks and Recreation Offices. A total of six design firms submitted proposals. Interviews were held with four firms, and Bruce McMillan Architects was recommended.

On September 4, 2012, the City Commission approved the selection of Bruce McMillan Architects to conduct a preliminary design for the Parks and Recreation Office Renovation for two sites including the City Auditorium and City Park.

At the February 26, 2013, City Commission work session, City Administration and Bruce McMillan Architects submitted four (4) options for consideration involving the renovation of the current Parks and Recreation Department offices. The two options in the park consisted of an option for \$1.35 million to retain and upgrade the existing building, and another option for \$1.5 million to remove the existing building and build new. The two options at City Hall consisted of removing the seating area and adding offices for \$1.26 million and the option of removing the stage and seating area and adding gym space with offices for \$2.95 million. General feedback consisted of moving forward with the \$2.95 million option at City Hall with the caveat of exploring options financially that would not impact future mill levies and increase property taxes.

On June 4, 2013, the City Commission approved a design contract with Bruce McMillan for the renovation of City Auditorium to include new Parks and Recreation offices and an expansion of the gymnasium floor. This contract was awarded with the contingency that the legal department research to identify any restrictions or limitations based on information presented at the June 4th meeting suggesting it was a historical/memorial site that couldn't be modified.

On June 17, 2013, City Attorney Bill Raymond delivered a legal opinion that no legal restrictions or limitations were present with the renovation of the City Auditorium.

On July 22, 2013, the Historic Resources Board met and passed the following motion in regard to the future design and construction. “Direct the architect of the Parks and Recreation expansion project to study alternatives, including renovating the Peace Memorial stage and auditorium, as well as adding on to City Hall with Parks and Recreation offices, in a way that takes into account the historic elements of the facility, before the completion of the design phase of the project.”

On July 25, 2013, City Administration and Bruce McMillan Architects hosted a public forum to discuss the renovation. The meeting was well attended by the public and media, with input and feedback given on the proposed design.

On September 3, 2013, the City Commission directed City Administration to negotiate a new contract with Bruce McMillan Architects to study alternatives, including renovating the auditorium stage and auditorium, as well as adding Park and Recreation offices to City Hall in some capacity (see minutes attached).

DISCUSSION

Bruce McMillan Architects have submitted a scope and fee for the following:

1. Preliminary design work for Parks and Recreation offices adjacent to or attired to City Hall, presumably on the west and/or south of the City Auditorium;
2. Explore options for upgrading the heating/air conditioning, electrical, plumbing for the City Auditorium;
3. Explore options for upgrading the stage (lighting, acoustics, flooring, curtains, etc);
4. Explore options for upgrading the seating area;
5. Explore options for recognizing the settlers of the Manhattan area and members of the armed forces from Manhattan who served our country.

The fee for this scope is an amount not to exceed \$39,650. The preliminary design work is anticipated to be complete in early 2014.

FINANCING

To date the City has paid Bruce McMillan Architects \$41,708 for preliminary design and a small portion of final design service previously authorized. The total contract entered into is for \$158,220, which includes both preliminary design (\$34,785) and final design (\$123,435). This amendment would replace the total contract of \$158,220 with a new preliminary design contract of \$39,650. If executed and completed, the City will have financed \$81,358 for all services discussed to date. The City would also anticipate another amendment after preliminary design in the event a final design is determined and construction drawings are desired.

ALTERNATIVES

It appears the Commission has the following alternatives concerning the issue at hand. The Commission may:

1. Authorize an amendment with Bruce McMillan Architects to complete preliminary design of adding to City Hall and preserving the City Auditorium.
2. Deny the amendment.
3. Modify or develop alternatives if other concerns or factors arise.
4. Table the request.

RECOMMENDATION

City Administration recommends the City Commission authorize City Administration to finalize and the Mayor and City Clerk to execute an amendment with Bruce McMillan Architects to complete preliminary design of adding Parks and Recreation Offices to City Hall and the renovation of City Auditorium.

POSSIBLE MOTION

Authorize City Administration to finalize and the Mayor and City Clerk to execute an amendment with Bruce McMillan Architects, of Manhattan, Kansas, to complete preliminary design of adding Parks and Recreation Offices to City Hall and the renovation of City Auditorium.

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Enclosures:

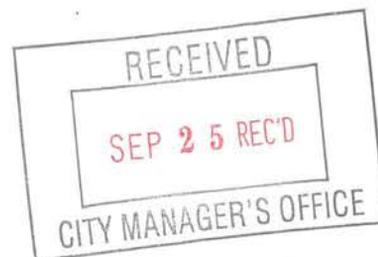
1. McMillan Scope and Fee
2. City Commission Minutes from September 3, 2013

555 Poyntz Avenue
Suite 295
Manhattan, KS
66502
P 785-776-1011
F 785-776-9785



332 West 7th Street
Suite A
Junction City, KS
66441
P 785-238-5678
F 785-238-5767

BRUCE McMILLAN AIA
ARCHITECTS, P.A.



September 24, 2013

Mr. Jason Hilgers, Deputy City Manager
City Hall
1101 Poyntz Avenue
Manhattan, KS 66502

Project: Parks & Recreation Office Renovation and City Auditorium Expansion 12.12-1

Dear Mr. Hilgers:

Per request of the City Commission our firm has proceeded in obtaining fee structures from consultants to further investigate options to incorporate offices for the Parks & Recreation Department at City Hall and retain/upgrade City (Peace Memorial) Auditorium. Our understanding of the scope to be addressed is as follows.

- Provide for Parks & Recreation offices adjacent to or attached to City Hall, presumably on the West & South of the Auditorium and investigate other options within City Hall for incorporation of the offices.
- Provide for retention of Peace Memorial Auditorium in its current or acceptably increased configuration with upgrades to Heating/Airconditioning/Electrical/Plumbing, stage amenities, Lighting/Sound/Acoustics, flooring/finishes/seating/draperies, etc.
- Address the Auditorium lobby as an appropriate recognition to settlers of the Manhattan area and members of the armed forces from Manhattan who served our country.

We have obtained fee structures from consultants originally retained for the project, Dudley Williams & Associates - Structural Engineering, Wichita, KS., Orazem Scalora Engineering - Mechanical Electrical Engineers, Manhattan, KS., and Olssen Associates - Civil Engineers, Manhattan, KS., plus David L. Adams & Associates - Theatrical Consultant, Denver, CO., which has worked with us on three previous occasions including the Stanley Hall renovation at Estes Park, Co. and the Norvell Band Shell, in Manhattan City Park.

We propose to complete services to address the requested scope of work on an hourly basis at the attached rates not to exceed \$39,650.00. Should this be acceptable to Administration and the Commission I will be pleased to complete necessary city contract documents allowing us to proceed. I anticipate this process to be complete in early 2014.

Should questions arise please feel free to contact our office. We will be available to meet with the Commission at such time as this proposal is presented for review and approval. Thank you.

Sincerely,

Bruce McMillan AIA
BEM/lb

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SERVING OUR CLIENTS AND THE PROFESSION FOR 30 YEARS

As a matter of public record our 2013 published hourly rates and reimbursable expenses are provided for information purposes and are updated annually on January 1st based upon information provided by our Consultants and Vendors.

Principal:	\$140.00/hour
Associate Architect:	\$ 90.00/hour
Intern Architect:	\$ 75.00/hour
Draftsman:	\$ 50.00/hour
Office Administration:	\$ 55.00/hour
Structural Engineer:	\$110.00/hour
Mechanical/Electrical Engineer:	\$120.00/hour
Civil Engineer:	\$105.00/hour
Preservation Consultant:	\$ 75.00/hour
Interior Designer:	\$ 75.00/hour
Landscape Architect:	\$111.00/hour
Merchandising Consultant:	\$ 60.00/hour
Other Consultants:	Reimbursable Expenses

Reimbursable Expenses:

Mileage	\$.55/Mile
Blackline Copies:	Direct Cost
Plots:	\$2.00 per sheet
Telephone/Fax/Long Distance Communication:	Direct Cost x 1.1
Mailing/Transmittal Fees:	Direct Cost x 1.1
Lodging/Meals	Direct Cost
Other:	Direct Cost x 1.1

Bruce McMillan AIA, Architects, P.A.

555 Poyntz Avenue, Suite 295 • 332 West 7th Street, Suite A
Manhattan, Kansas 66502 • Junction City, Kansas 66441

GENERAL AGENDA (CONTINUED)

CITY AUDITORIUM EXPANSION (SP1206) (CONTINUED)

Commissioner Reddi thanked everyone for attending and stated that she works with military children and their families as an elementary teacher with USD 383. She provided additional information on the item and stated that we have professionals partnering with Fort Riley and added that USD 383, Kansas State University, and the Manhattan Area Chamber of Commerce have excellent relationships with the military community. She stated that the Historic Resources Board has provided the Commission with its recommendation and that she wanted to look at alternatives that would bring the Parks and Recreation offices into City Hall and to see what can be done with the stage without burdening the taxpayers. She reiterated her appreciation to those that spoke tonight and said that it is with good intentions to do what is in the best interests of the community.

Mayor Matta appreciated the views expressed and extended apologies to Architect Bruce McMillan for what he has been through and for some of the comments made earlier in the meeting. He provided additional information on the item and stated the different opinions and interpretations expressed. He reiterated the language on the plaques of the Peace Memorial Auditorium and stated that this is not what is indicated on the signs around town in regards to a World War II memorial. He stated that the original decision the Commission made on this item was a good decision, provided the best use of the facility, and was the best decision economically. He reiterated that the memorial will not be destroyed and will be a better and more recognizable memorial than it has been in the past.

After discussion and comments from the Commission, Commissioner Butler moved to continue with Bruce McMillan Architects, of Manhattan, Kansas, to complete the final design of the City Auditorium Renovation as previously approved by the City Commission. Mayor Matta seconded the motion. On a roll call vote, motion failed 3-2, with Commissioners McCulloh, Reddi, and Jankovich voting against the motion.

Commissioner McCulloh moved to direct the architect of the Parks and Recreation Expansion project to study alternatives, including renovating the Peace Memorial stage and auditorium, as well as adding on to City Hall with Parks and Recreation offices, in a way that takes into account the historic elements of the facility, before the completion of the design phase of the project. Commissioner Reddi seconded the motion.

After discussion and comments from the Commission, Commissioner Jankovich suggested an amendment to the motion to include keeping in mind the fiscal side on what is proposed and asked to bring back and look at the addition and auditorium alternatives that the Commission initially looked at.

GENERAL AGENDA (CONTINUED)

CITY AUDITORIUM EXPANSION (SP1206) (CONTINUED)

After further discussion, Commissioner Butler stated that if more information is being put together on this item, he also wanted to know how much the Depot is actually costing the Manhattan taxpayer. He asked for information on the costs of the pedestrian underpass, foundation repairs, and the data associated with all the expenses to renovate the Depot.

After additional discussion and comments from the Commission, Commissioner McCulloh stated that the motion as it stands is to direct the architect to study alternatives and is adequate to address the concerns expressed. She said that the Commission has heard from people that want the stage to stay and that it will look at the plans and see what other things can be done. She commented that there are tax burdens associated with this project, but Manhattan is a community and it comes together as a community and support each other with projects that enhances the community. She then requested and moved that the question be called. Commissioner Jankovich seconded the motion. On roll call vote, motion carried 5-0.

Commissioner Jankovich stated that he supported the motion with the understanding the Commission is looking at keeping the fiscal side in focus.

On a roll call vote of the motion, the motion carried 3-2, with Mayor Matta and Commissioner Butler voting against the motion.

Mayor Matta stated hopefully it will not take nine years for the Commission to figure this out.

ADJOURNMENT

At 10:30 p.m., the Commission adjourned.

Gary S. Fees, MMC, City Clerk